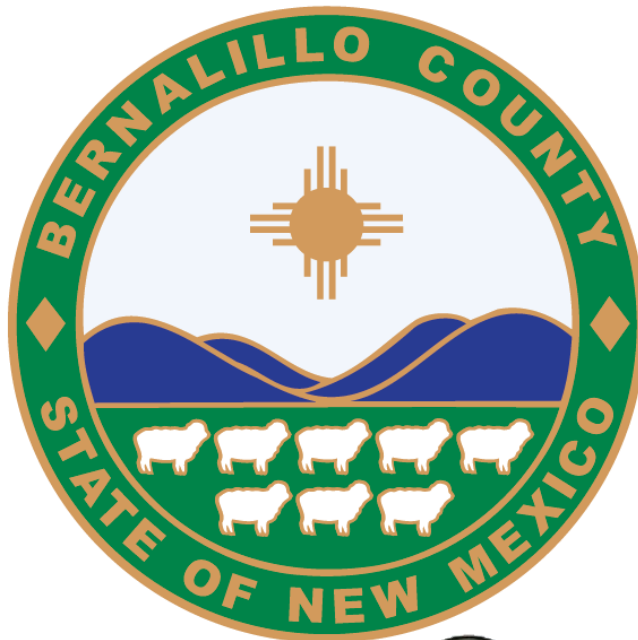


BERNALILLO COUNTY

ABOUT MY COUNTY ACTIVITY BOOK 2ND EDITION

PRESENTED BY: LINDA STOVER
BERNALILLO COUNTY CLERK



ILLUSTRATED BY: TIFFANY CHAMBLEE
COMMUNICATION SERVICES COORDINATOR

Dear Educators and Parents,

Bernalillo County Government is proud to present the “About My County Activity Book” for children. This book is designed to introduce students to the responsibilities of their county government and the important role Bernalillo County plays in their everyday lives.

Counties are one of America’s oldest forms of government dating back to 1634 when the first county governments (known as Shires) were established in Virginia.

The organization and structure of today’s 3,069 United States county governments are chartered under state constitutions and are tailored to meet the unique needs of each state and local area.

No two counties are exactly the same. In Alaska, counties are called boroughs. In Louisiana, they’re known as parishes. But in every state, county governments exist to serve the public and help communities thrive.

We hope this activity book brings to life the leadership and fundamental duties of our county government. We encourage students, parents and educators to invite their county officials to participate first hand in these lessons and share the roles they play in your community.

It is never too early for children to start learning about civics and how they can help make their community a better place to live, work and play.


Please visit www.naco.org for more information on why counties matter and our efforts to advance healthy, vibrant, safe counties across the United States.


To learn more about Bernalillo County visit our website at www.bernco.gov or follow us on social media.


Linda Stover


Linda Stover
County Clerk
Bernalillo County



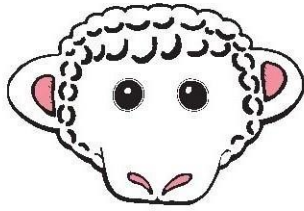
 Bernalillo County NM

 @BernCounty

 @berncounty

 Bernalillo County

INTRODUCTIONS AND FUN FACTS



Hello, my name is
BERNCO BERNIE

I am the spokessheep for Bernalillo County. Throughout this book I will tell you fun facts about Bernalillo County.

BERNIE FUN FACT

Did you know that you don't just live in the city of Albuquerque, Los Ranchos de Albuquerque or the Village of Tijeras, you live in Bernalillo County?

BERNIE FUN FACT

A county is a unit of government, and it works to serve you everyday!

BERNIE FUN FACT

Bernalillo County is 1 of 33 counties in the state of New Mexico.

THE COUNTY SEAT

Just like you have a home, so does your county government. Your county government's home is the called the **county seat**. This city or town is where you will usually find the county courthouse.

What county do you live in? _____

Where is your county seat? _____

Currently, our family has several homes that we live in just like most families, but soon we will be moving into a larger house so that more of our Bernalillo County family can live together. Many of the people and departments you'll learn about in this book will live in a new building located in downtown Albuquerque.

BERNIE FUN FACT



BERNIE FUN FACT

No two counties are exactly the same. Some aren't even called counties they are called parishes or boroughs instead.

Bernalillo County has had 3 county seats throughout its history.

1. 1849 – 1854 was the Town of Bernalillo
2. 1854 - 1883 was Ranchos de Albuquerque
3. 1883 – current is Albuquerque

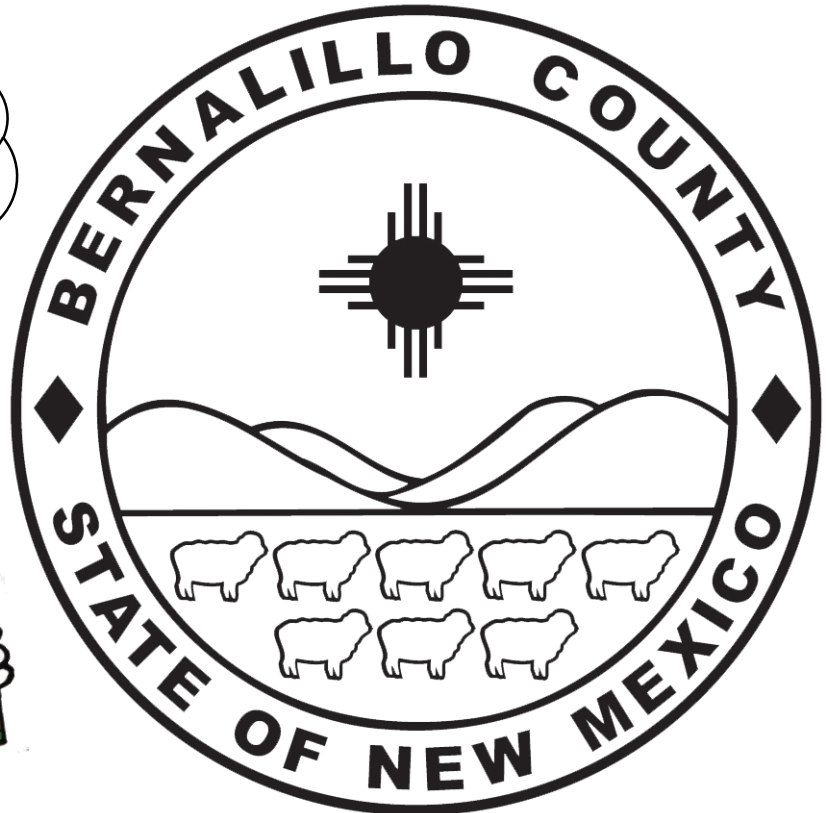
THE COUNTY SEAL

There are 3,069 counties across the United States. That's a lot! Each county has a unique **seal**. You might see it in the courthouse, on a webpage, waving on the county flag, or stamped on important documents. The seal is a symbol that means whatever you're looking at is part of your county's government. Special colors and pictures decorate the seal to show what's unique or important to your county. Some county seals even have a saying written on them. The saying is called a motto.

What special colors, pictures, or motto are in Bernalillo County's seal?

Why do you think Bernalillo County chose those?

Can you color
the Bernalillo
County seal?

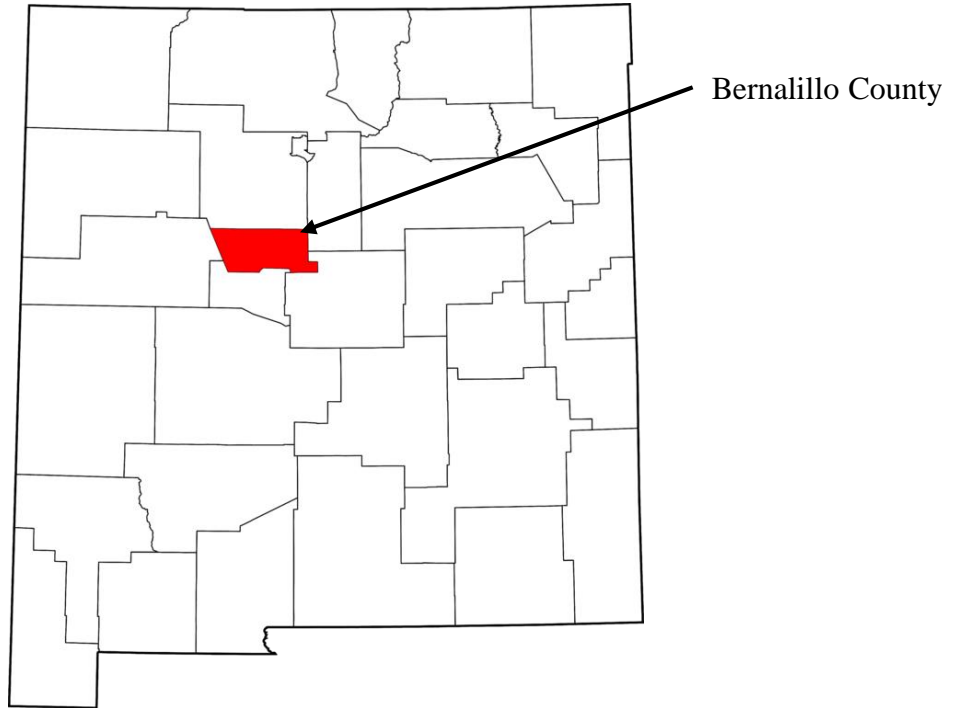


**BERNIE
FUN FACT**

Bernalillo County's seal has eight sheep to represent the seven Spanish and one Mexican land grants that originally made up Bernalillo County.

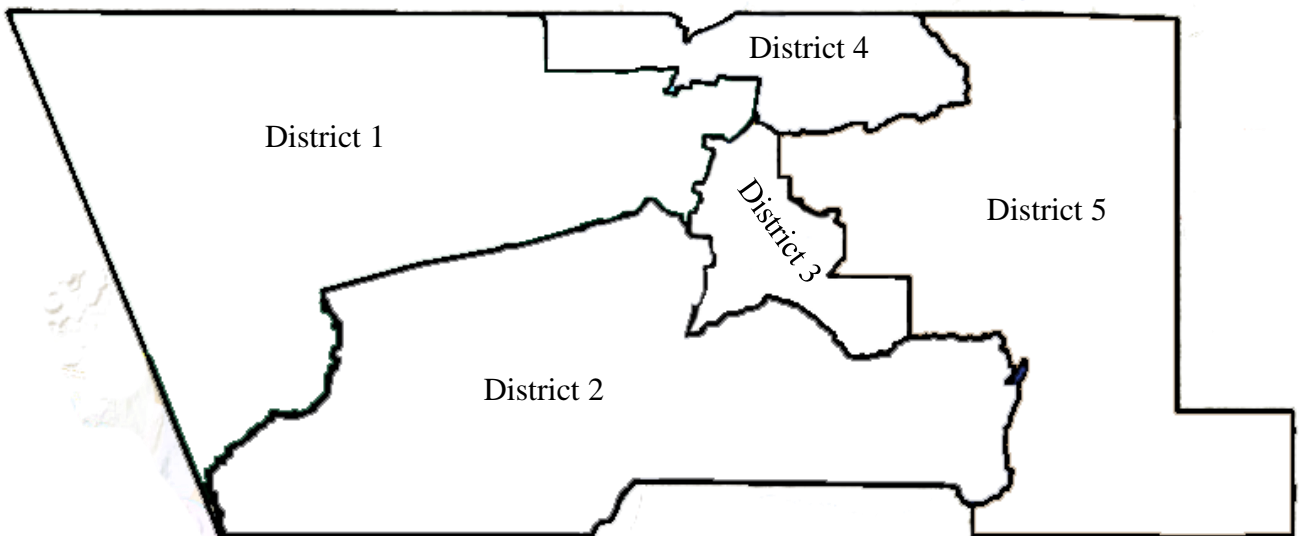
ABOUT BERNALILLO COUNTY

Bernalillo County is located in the central part of the state. It is one of the smallest geographical counties in the state of New Mexico, but it has the highest population of all New Mexico counties.



Bernalillo County is separated into five districts. These are called commission districts.

Let's color each commission district a different color!



WHO WORKS FOR YOU?

The people running your county's government are called **elected officials**. Elected means that the people in your county voted to say they wanted these leaders to be in charge of your county's government. One day, you'll get to vote for your county's elected officials.

WHO RUNS YOUR COUNTY?

Bernalillo County is run by a Board of County Commissioners. Voters elect a commissioner to represent each of the five districts in Bernalillo County.

The commissioners have a very important job. They are responsible for making laws and decisions for your county. They also decide how the county will collect and spend taxpayers' money. Their primary goal is to take care of their community.



Who are your county commissioners?

District 1 - _____

District 2 - _____

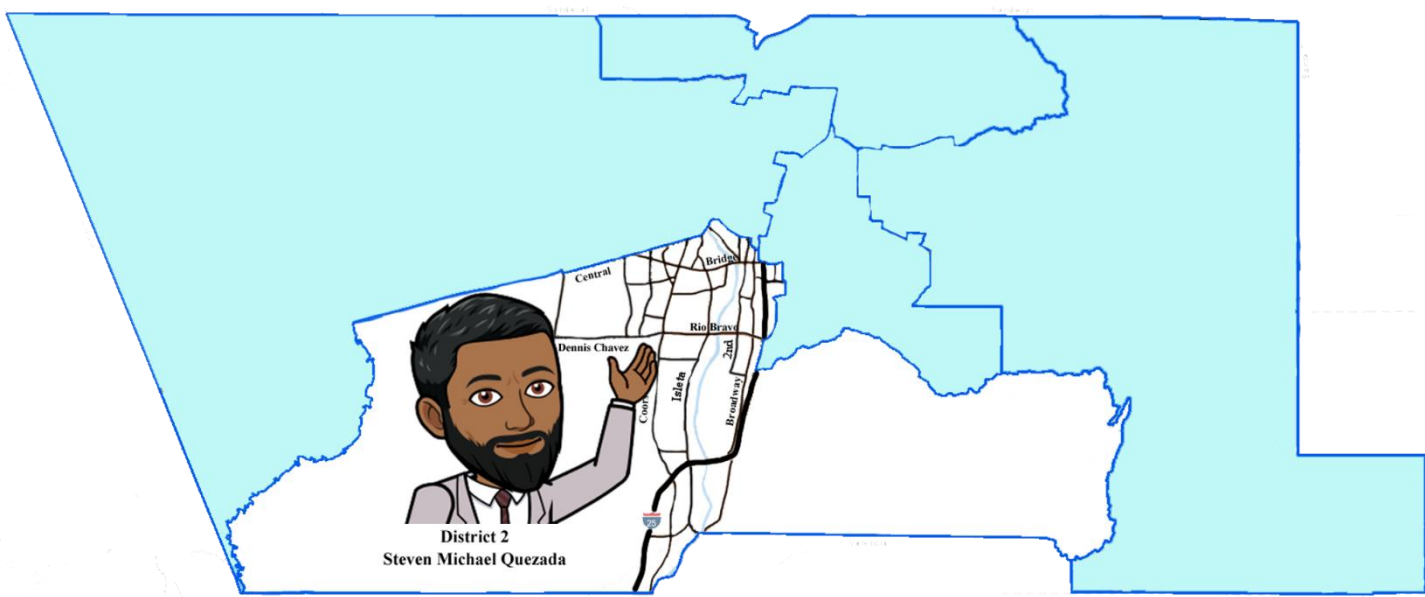
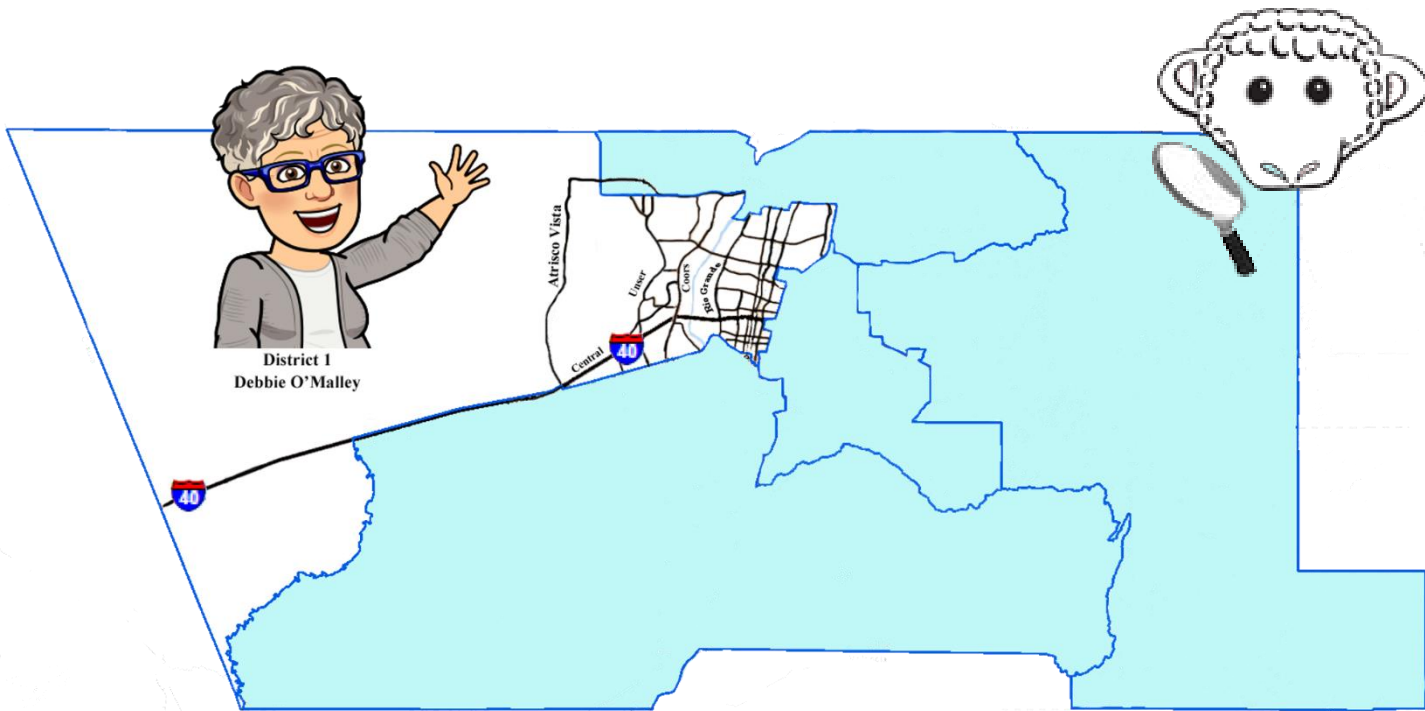
District 3 - _____

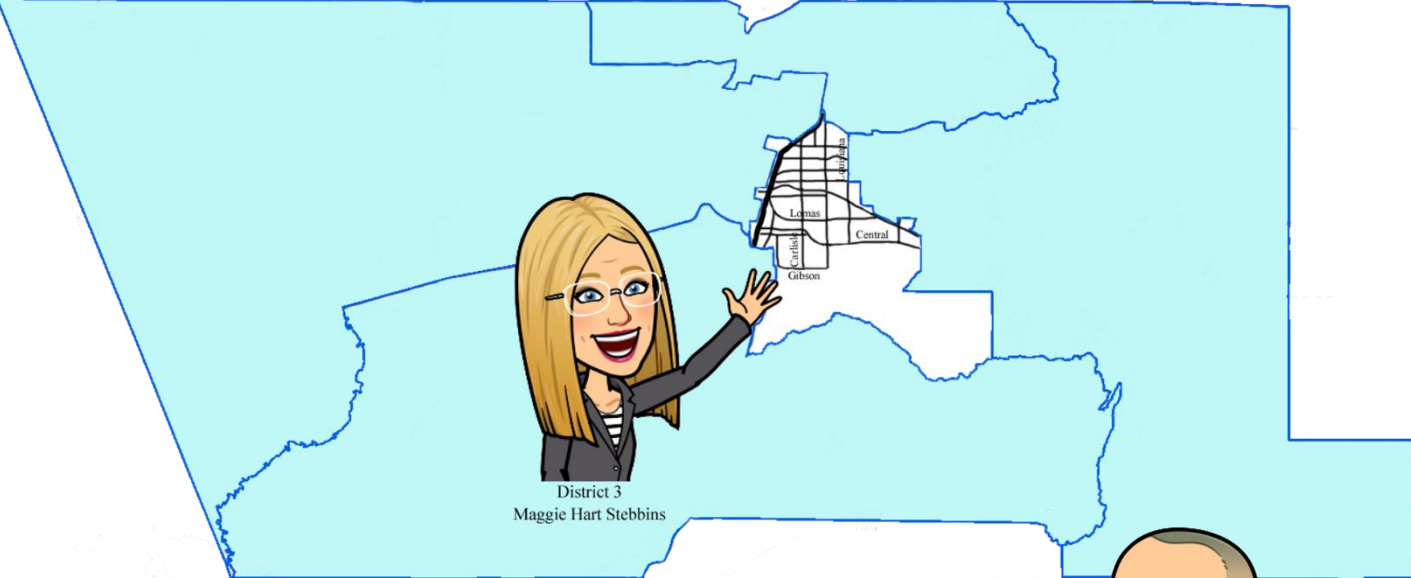
District 4 - _____

District 5 - _____

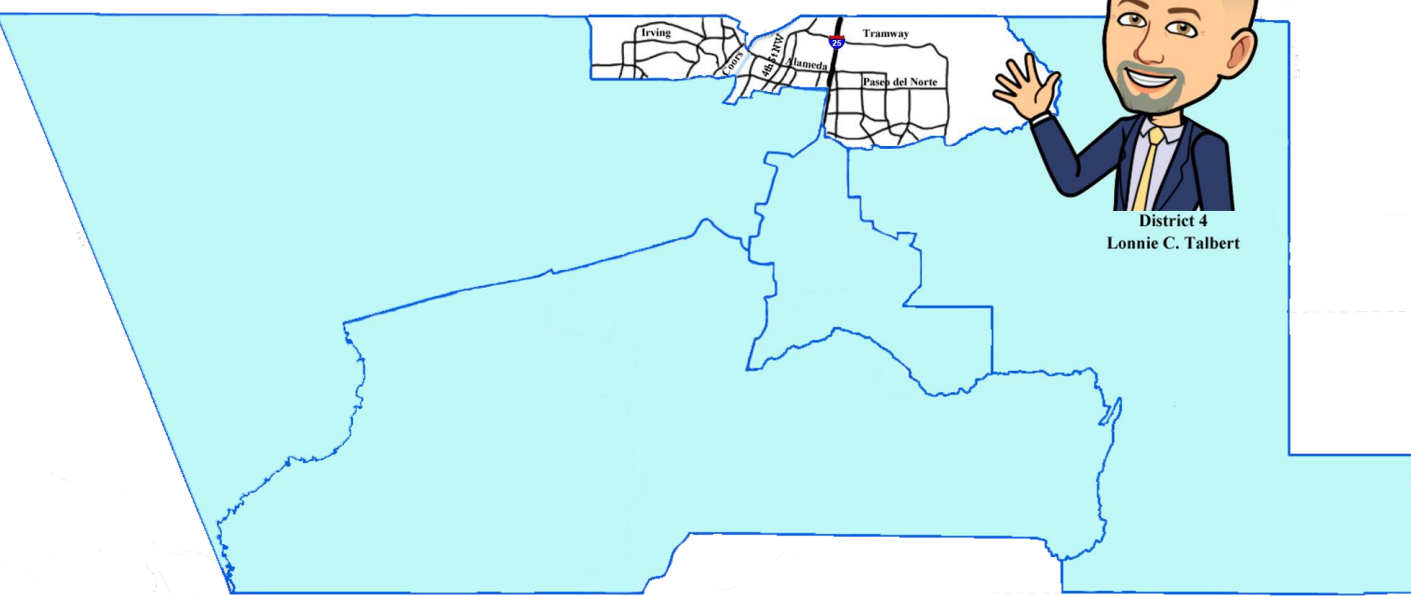
Bernalillo County is separated into five districts. These are called commission districts.

Using the maps below, can you find your county commission district?

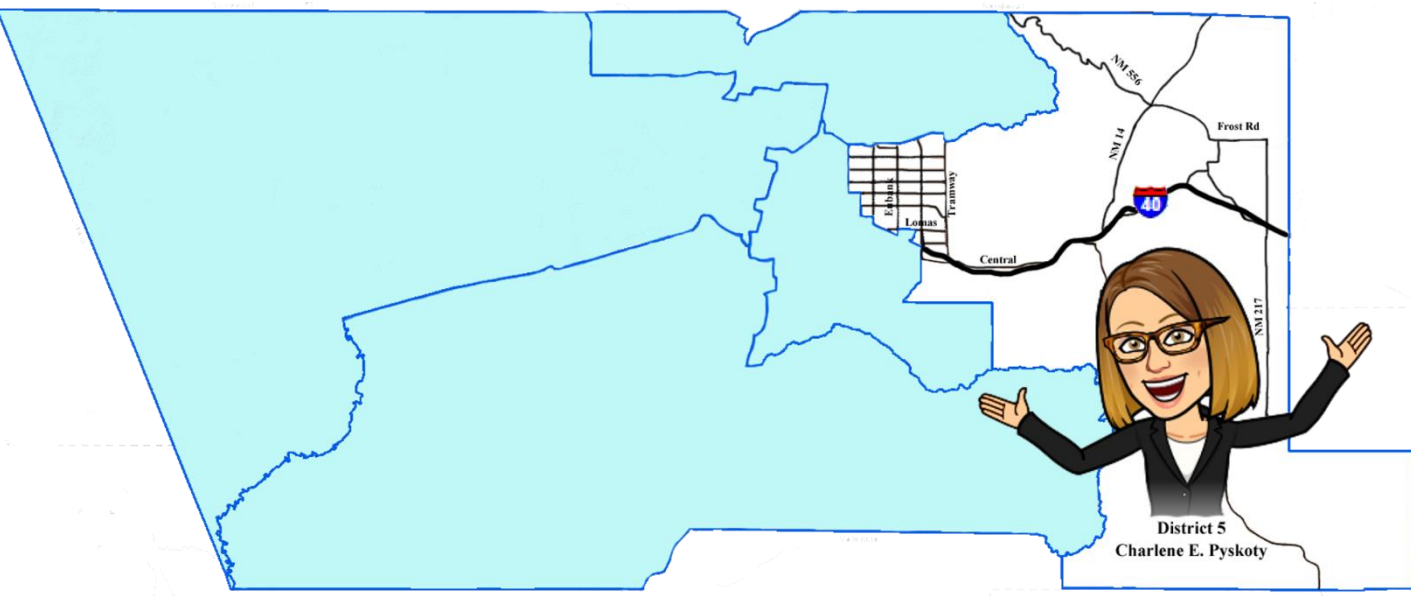




District 3
Maggie Hart Stebbins



District 4
Lonnie C. Talbert



District 5
Charlene E. Pyskoty

CONSTITUTIONAL OR ROW OFFICERS

There are five **Constitutional or Row Officers** in Bernalillo County. They are in charge of things like keeping track of the county's money, maintaining public documents, analyzing property values and protecting county residents.



My name is Nancy Bearce. I'm the County Treasurer. I manage the county's money.

My name is Linda Stover. I'm the County Clerk. I keep important legal records and manage elections.



My name is Cristy Carbon-Gaul. I'm the Probate Judge. I help families claim their estates.



My name is Tanya Giddings. I'm the County Assessor. I analyze the value of county properties.



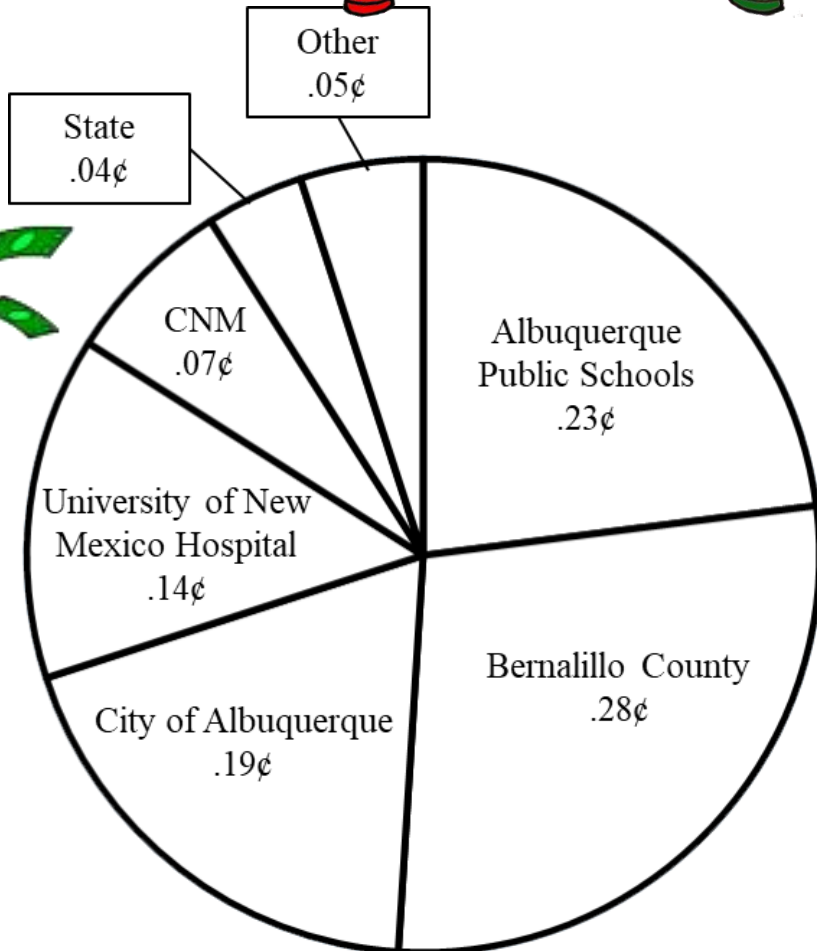
My name is Manuel Gonzales III. I'm the County Sheriff. I make sure county residents are safe and follow the law.



COUNTY TREASURER

The County **Treasurer** is the banker for Bernalillo County. The Treasurer is responsible for collecting property taxes for all county properties. After the Treasurer collects the taxes, they are divided up and sent out to the 14 different taxing agencies. The Treasurer is considered the **fiscal agent** for property tax.

The chart shows how many cents of each dollar go to an agency. Can you help color the chart?



The county is the fiscal agent for several agencies. Can you tell me how the collection of property tax helps you? _____

COUNTY ASSESSOR

The Bernalillo County **Assessor** follows laws created by the New Mexico Legislature to value property across the county. The Assessor helps determine how much property owners pay the County Treasurer's Office.



Hello. My name is
Tanya Giddings. I am
the Bernalillo County
Assessor.

Let's color the property below



COUNTY CLERK'S OFFICE

The County **Clerk** is responsible for conducting federal, state, county and school board elections in Bernalillo County. They also keep record of important documents like marriage and death certificates, help you apply for your passports and can even tell you who owns property in your county and the history of those properties.

Your passport is just one of the services we offer. Can you fill in your information and draw your picture below?



First Name

Last Name

Nationality

Date of Birth

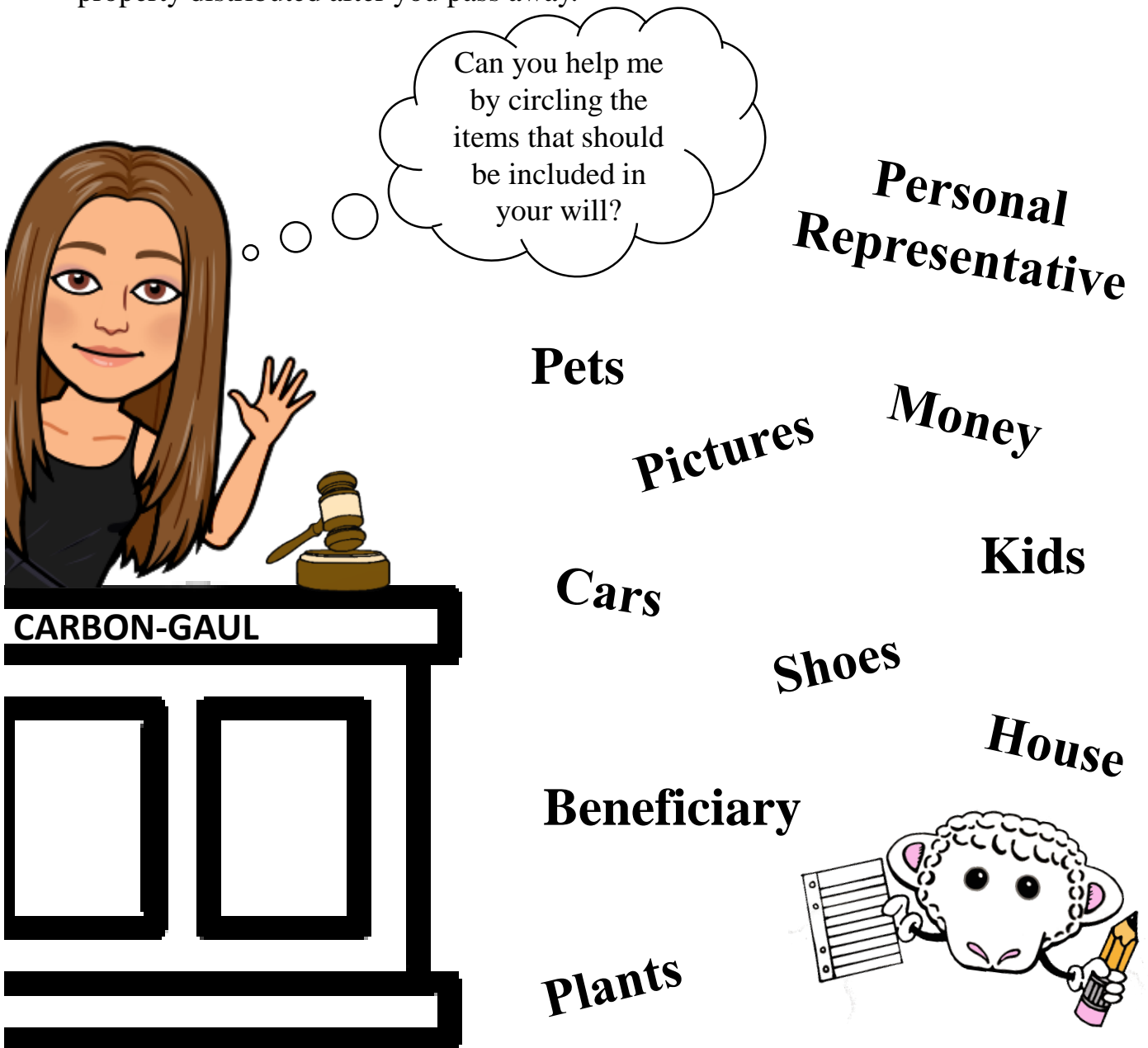


Why is the Clerk's Office important to county residents? Why might it be important to people that don't live in your county? _____

COURT OF WILLS, ESTATES AND PROBATE

Probate is the legal process that takes place after someone dies. The Probate Judge reviews and determines if a person's will is valid. The Probate Judge appoints a person to inventory the person's property; pays any remaining debt or taxes; and then distributes the remaining property as the will or state law directs.

A **will** is a document that tells the court how you want your personal belongings and property distributed after you pass away.



SHERIFF'S DEPARTMENT

The **Sheriff** is responsible for the protection of life and property; resolution of conflict; creating and maintaining a feeling of security in the community; and reducing the opportunities to commit crime. It is part of our responsibility to provide for a quality of life in our community.

Can you color the
Sheriff's car?

The Sheriff's Department
teaches the D.A.R.E.
program at schools. Can
you tell me what D.A.R.E.
stands for?



COUNTY MANAGER'S OFFICE

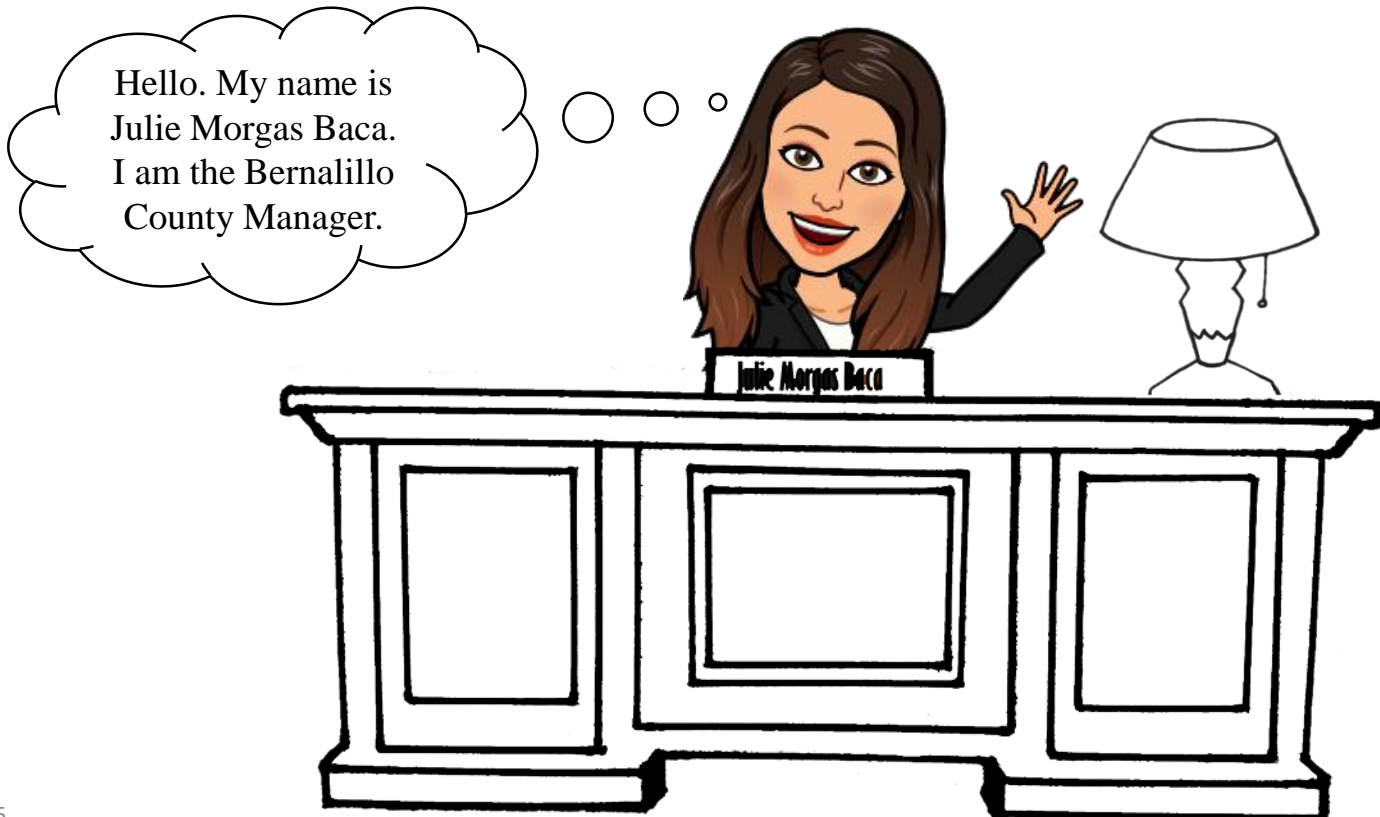
The **County Manager** is hired by the Board of County Commissioners to carry out policies and serve as the Chief Administrative Officer of county government.

The County Manager oversees the daily activities for all county divisions. Those divisions are:

- Public Safety
- Metropolitan Detention Center - Jail
- Public Works
- Finance
- General Services
- Community Services

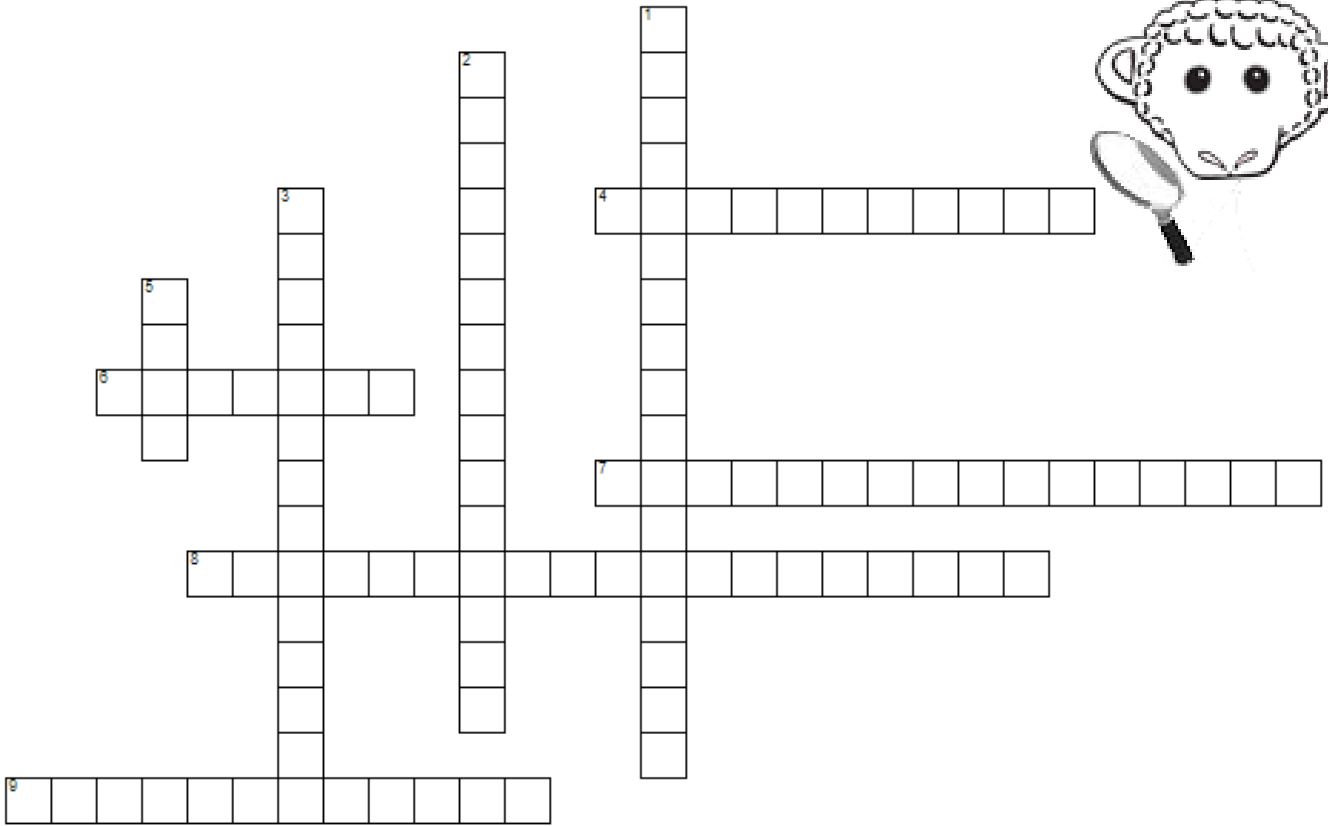
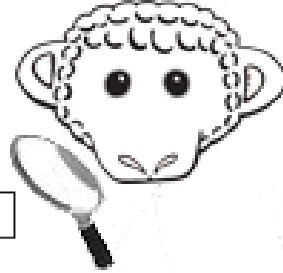
The County Manager also directly oversees the following departments:

- Behavioral Health
- Economic Development
- Human Resources



Divisions and Departments that Report Directly to the County Manager

Complete the crossword by using the names of the divisions and departments that the County Manager oversees.



ACROSS

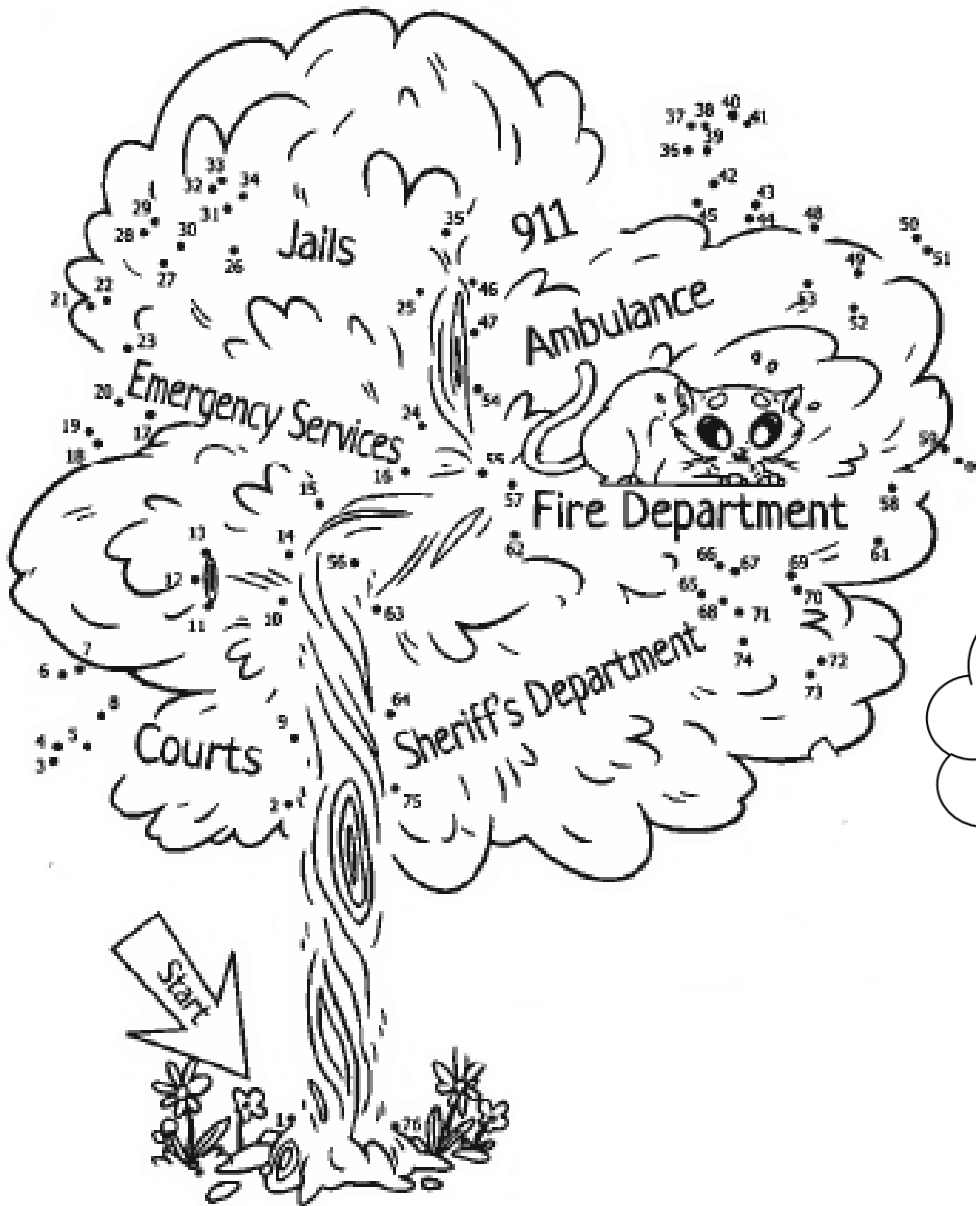
4. This division helps maintain the roads that we drive on.
6. This division manages the county's money.
7. This department reports directly to the County Manager and helps people who struggle with mental illness or drug and alcohol addiction.
8. This department reports directly to the County Manager and is responsible for creating jobs in Bernalillo County.
9. If you have a fire or medical emergency this division will help you.

DOWN

1. This division provides many services to county residents, including parks and youth programs.
2. This division is responsible for the business conducted with Bernalillo County.
3. This department reports directly to the County Manager and is responsible for hiring county employees.
5. If you break the law you will get sent to the Metropolitan Detention Center which, is also known as the county _____.

PUBLIC SAFETY DIVISION

The **Public Safety Division** is always working for you. They make sure citizens stay safe and follow the law. The sheriff, fire, Emergency Communications, juvenile detention center, Animal Care Services and the Office of Emergency Management and Homeland Security make up the Public Safety Division.



Connect the dots to learn all the ways the Public Safety Division serves you as a county resident.



What is the most important service the Public Safety Division provides? Why do you think so? _____

FIRE DEPARTMENT

The Bernalillo County Fire Department was created in 1958 and has grown from a single station department to 12 fire stations where more than 250 firefighters and medical personnel live while they are at work. Firefighters are there to help you 24 hours a day, 7 days a week. The Fire Department will help you if there is a fire, a medical emergency or even a car crash. They can even come to your school and show you their big trucks and teach you about fire safety.

Do you know what color Bernalillo County fire trucks are? Color the fire truck.

Hello. I am the Bernalillo County Fire Chief.

Can you color the fire truck?

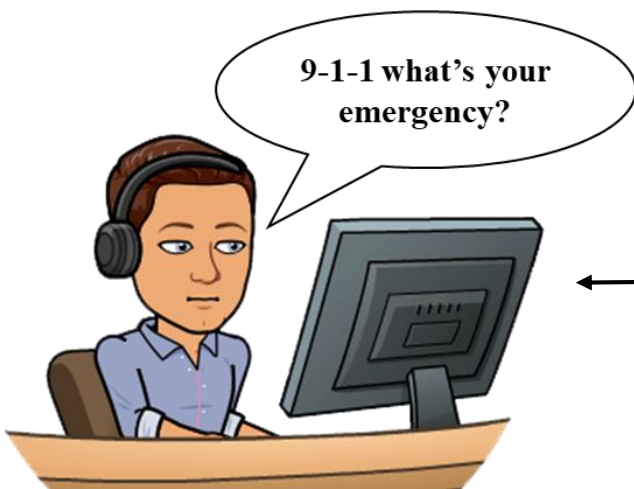


EMERGENCY COMMUNICATIONS

Emergency Communications is the department that answers the phone when you call 9-1-1. That person is referred to as a **dispatcher**. Dispatchers are the ones responsible for getting important information from the caller and sending it to the Sheriff's Department or the Fire Department so they can get to your emergency as quickly as possible.



It is important that you are able to answer certain questions in an emergency. Can you answer the dispatcher's questions below?



Give us an example of what you would call 9-1-1 for? _____

It is very important that you only call 9-1-1 in a real emergency. When someone is really sick or hurt badly, there is a fire, or someone is in danger. Here are examples of when you would call 9-1-1:

- **If mom or dad is really sick and can't wake up.**
- **If you see or smell smoke inside your house and there is not an adult home or you cannot find an adult.**
- **If someone is breaking into your house.**
- **If someone is following you home from school.**

MORE ABOUT EMERGENCY COMMUNICATIONS

What is the
address of your
emergency?



It is important to know where you are at all times. Can you tell the dispatcher where you are right now?

Emergencies can happen anywhere. Try to learn the addresses of places you often visit such as:

- **Grandma's house**
- **Aunts, uncles and cousins' houses**
- **Friends' houses**



You can also help the dispatcher find where you are by looking around you and telling them what you see such as:

- **Street signs**
- **Nearby stores, buildings or businesses**
- **Nearby parks or community centers**

What is your
phone number?



The dispatcher needs to know your number in case you get disconnected and they need to call you back. What is your phone number? _____

MORE ABOUT EMERGENCY COMMUNICATIONS

What is your first
and last name?



The dispatcher needs to know who they are speaking with. Can you tell the dispatcher your first and last name? _____

Dispatch needs your name so that they can provide it to the emergency responders so they know who they are there to help.

Ok. Tell me
exactly what
happened?



The dispatcher needs as much information about the emergency as possible. Can you tell the dispatcher details about your emergency? Be very specific. _____

The dispatcher needs detailed information so they can provide the most accurate information to the emergency responders.

Other questions they may ask are:

- **How old are you?**
- **What school do you go to?**
- **What are your parents' name(s)**



The dispatcher will stay on the phone with you the entire time until the appropriate emergency responder arrives. In an emergency, you are never alone.

METROPOLITAN DETENTION CENTER

The Metropolitan Detention Center is a place that you never want to go unless it is for your job. The Metropolitan Detention Center is the county jail. It houses individuals who are accused of breaking the law or found guilty by a court of law for committing a crime.

Solve the equation to answer the riddle below.



$10 + 3 = \underline{\quad\quad} \text{ R}$

$1 + 1 = \underline{\quad\quad} \text{ C}$

$2 + 1 = \underline{\quad\quad} \text{ E}$

$6 + 6 = \underline{\quad\quad} \text{ O}$

$11 + 3 = \underline{\quad\quad} \text{ S}$

$7 + 4 = \underline{\quad\quad} \text{ N}$

$3 + 1 = \underline{\quad\quad} \text{ D}$

$3 + 2 = \underline{\quad\quad} \text{ G}$

$19 + 0 = \underline{\quad\quad} \text{ A}$

$4 + 4 = \underline{\quad\quad} \text{ K}$

$6 + 1 = \underline{\quad\quad} \text{ I}$

13

3

19

4

7

11

5

Hello, I am the
Chief of the
Metropolitan
Detention Center.

13

12

2

8

14

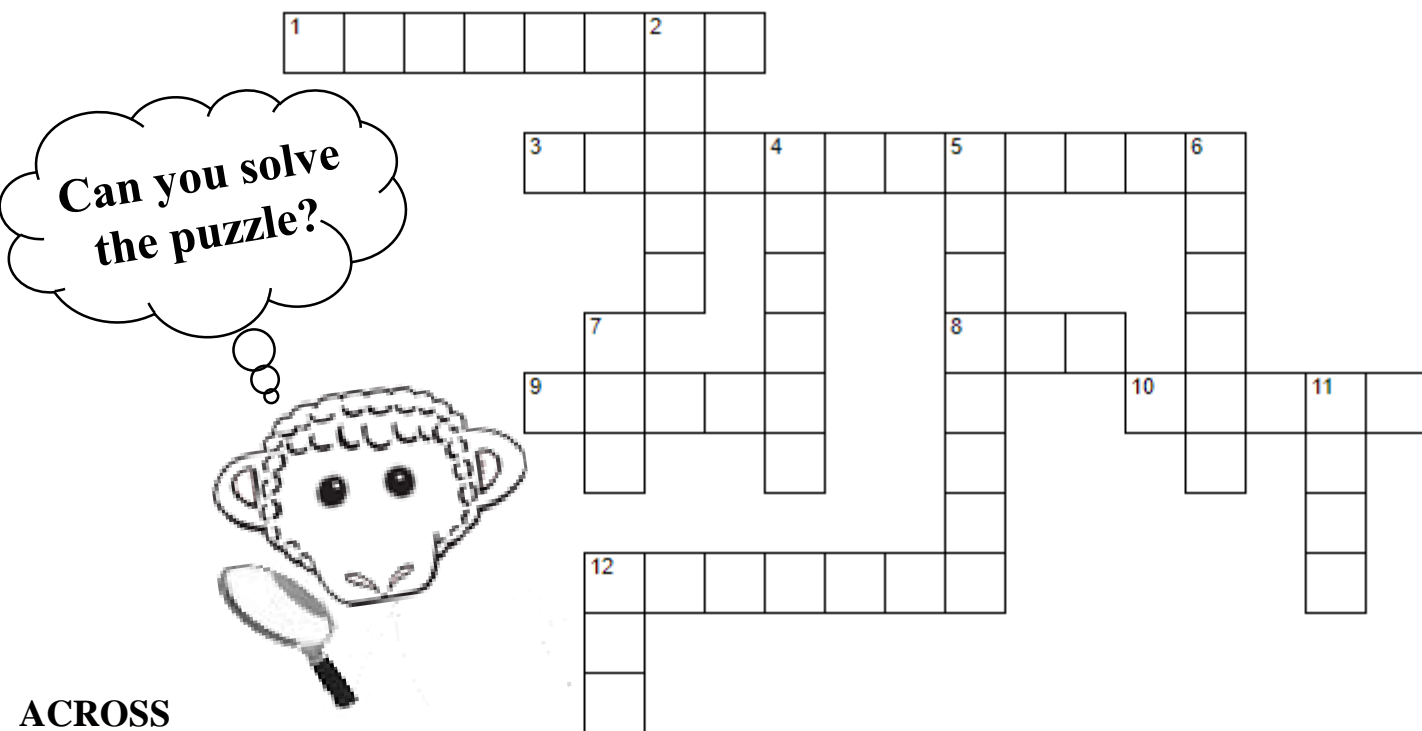


Metropolitan
Detention
Center

ANIMAL CARE SERVICES

Animal Care Services provides services and programs that such as education and training classes for people and animals as well as youth camps. The Animal Care and Resource Center provides a home for many animals who are lost or do not have homes. Animal Care Services also makes sure your pets have the proper vaccinations and licenses, and ensures your pets are spayed and neutered in accordance with county and city laws.

What might you see at Animal Care?



ACROSS

1. You put my lunch and dinner in this container.
3. A pet doctor.
8. I am one of the smartest animals on the planet. My intelligences ranks higher than a dogs.
9. I can sleep both lying down and standing up.
10. You should always use this when walking your pet.
12. I am covered in feathers, lay eggs and cluck.

DOWN

2. This keeps me hydrated.
4. This vaccine helps keep me safe from a viral disease carried by rabid animals.
5. The process of giving a homeless animal a forever home.
6. A medical procedure to prevent a male animal from having babies.
7. My whiskers help me “see” in the dark.
11. A medical procedure to prevent a female animal from having babies.
12. I have a flexible body and teeth adapted for hunting small animals such as mice.



PUBLIC WORKS DIVISION

I am the Deputy
County Manager for
Public Works

You probably came to school today on the school bus, or maybe you rode in a car, walked, or biked. The **Public Works Division** manages something we all use everyday: The Roads! And they do a lot more than that. Follow the trucks to learn what else they maintain.

Roads and Bridges

The Operations and Maintenance Department provides and maintains roadways, traffic lights, and fixes and cleans county streets and storm drains.

Public Buildings

The Fleet and Facilities Department provides building maintenance; new building construction and repairs to existing buildings; and repairs county vehicles.

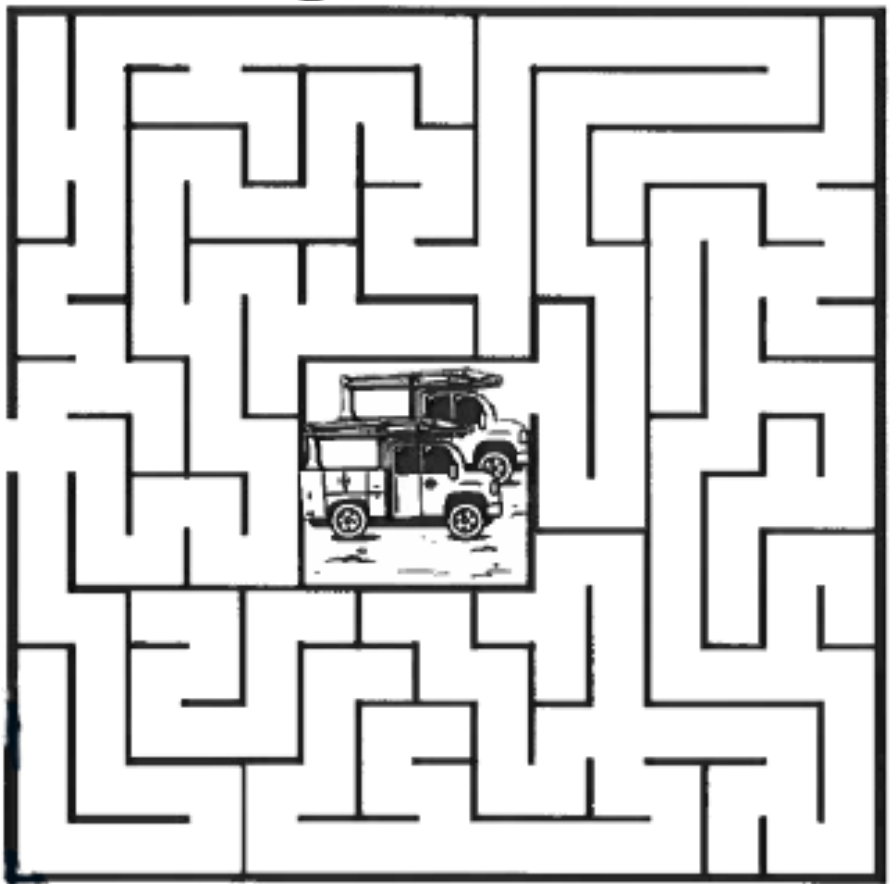
Solid Waste

The Solid Waste program picks up the trash at your house.

Let's color
the trucks!

MORE ABOUT PUBLIC WORKS

Can you help the Deputy
County Manager of Public
Works find his trucks? With
your pencil, draw a line
through the maze.



How have you benefited from the Public Works Division today?

FINANCE DIVISION

If you get an allowance every week, you may already know a little about what the **Finance** Division does. They look after the county's money and track how much money the county spends and collects each year. The Finance Division also makes sure other county departments have the money they need to serve residents. And, they check very carefully to see if the county's money is used wisely.

The Finance Division also oversees the department that fixes our phones and computers so the county can stay in touch with its customers.

Solve the equation
to answer the
riddle.

Hello. I am the Deputy
County Manager for
Finance.

**“What is the Head of the Finance
Division's favorite class?”**

- | | |
|---------------|---------------|
| 1. $2 + 4 =$ | 7. $10 + 1 =$ |
| 2. $3 + 8 =$ | 8. $7 - 3 =$ |
| 3. $10 - 6 =$ | 9. $1 + 8 =$ |
| 4. $8 + 2 =$ | 10. $9 - 6 =$ |
| 5. $5 - 3 =$ | 11. $5 + 3 =$ |
| 6. $8 - 2 =$ | |

(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11)

Key:

2 - E, 3 - C, 4 - T, 6 - M, 8 - S, 9 - I, 10 - H, 11 - A

Your county needs money to operate. How do you think your county spends the money it collects? _____

GENERAL SERVICES DIVISION

The **General Services Division** is responsible for a variety of services. They ensure that the county is spending taxpayer money efficiently when buying goods and services for the county. They are also the ones who make the street signs that you see on the roads, in parks and on some county buildings. One of the departments that lies within the General Services Division is responsible for making sure all county employees work safely while doing their jobs by conducting inspections on tools and county equipment.


How might the General Services Division work with other county departments to provide services to residents? _____

Hello. I am the
Deputy County
Manager for
General Services.

Can you help me
make a building
sign? Use the color
codes to complete
the sign.

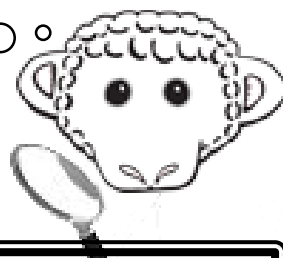
1. Gold or Tan
2. Dark blue
3. Light blue

1

	Westside Community Center	2
	1250 Isleta Blvd. SW	3
		2

BIG AND SMALL COUNTIES OF NEW MEXICO

These are the 33 counties in New Mexico. They are ordered largest to smallest in population. Find each county's name in the word search.



Bernalillo – 674,855
Dona Ana – 213,849
Santa Fe – 147,514
Sandoval – 138,815
San Juan – 128,221
Valencia - 75,845
McKinley – 72,849
Lea – 69,505
Chavez – 65,545
Otero - 65,130
Eddy – 56,793
Curry – 50,283
Rio Arriba – 39,455
Taos – 32,809
Grant – 28,328
San Miguel – 28,203
Cibola – 27,049
Luna – 24,319
Lincoln – 19,497
Roosevelt – 19,313
Los Alamos – 18,031
Socorro – 17,098
Torrance – 15,534
Colfax – 12,522
Sierra – 11,254
Quay – 8,447
Mora – 4,605
Hidalgo – 4,446
Guadalupe – 4,426
Union – 4,216
Catron – 3,547
De Baca – 2,016
Harding - 546

C	W	A	A	H	Y	Z	X	A	V	S	A	C	A	B	E	D	I	W	D
O	L	L	I	L	A	N	R	E	B	Z	P	F	B	W	Z	O	Q	H	O
L	B	Q	I	L	U	Q	R	L	D	D	A	R	R	E	I	S	L	Z	C
F	F	O	E	Y	Q	Q	I	I	O	Y	A	Y	S	O	C	O	R	R	O
A	E	U	J	Z	Z	M	X	R	O	S	G	M	N	W	H	B	U	Q	T
X	A	E	J	E	D	M	G	J	Y	A	A	N	P	H	G	P	S	Q	V
L	L	A	F	V	X	C	I	E	O	Z	R	L	B	U	P	C	O	M	V
V	O	T	X	A	Q	K	U	E	T	N	X	R	A	Z	C	A	A	C	L
E	B	L	R	H	T	I	L	Y	E	Z	S	D	I	M	B	E	T	T	E
A	I	E	R	C	T	N	U	H	R	E	A	U	N	B	O	E	F	S	X
F	C	V	C	S	J	L	A	E	O	L	N	E	Y	Y	A	S	G	L	U
L	D	E	P	F	A	E	P	S	U	O	J	X	L	C	T	J	N	T	Y
U	Q	S	O	K	M	Y	L	P	T	Z	U	G	R	A	N	T	I	D	U
N	G	O	T	D	E	O	E	O	O	F	A	H	C	V	O	Q	D	S	H
A	A	O	Y	P	A	M	R	V	J	N	N	M	I	A	R	E	R	J	P
A	Q	R	R	G	Y	R	L	A	Z	I	S	A	N	D	O	V	A	L	C
R	O	C	R	R	A	L	E	U	G	I	M	N	A	S	A	N	H	M	T
N	E	O	U	N	D	O	N	A	A	N	A	G	E	V	Y	L	M	T	B
Y	A	I	C	N	E	L	A	V	I	S	Z	C	E	Q	L	I	G	F	T
A	G	E	N	L	O	C	N	I	L	C	M	N	Q	A	U	N	I	O	N

Big counties are hard to miss and small counties are hard to find, choose a large and small county. Can you find a few interesting facts about each county? _____

COMMUNITY SERVICES DIVISION

The **Community Services Division** includes:

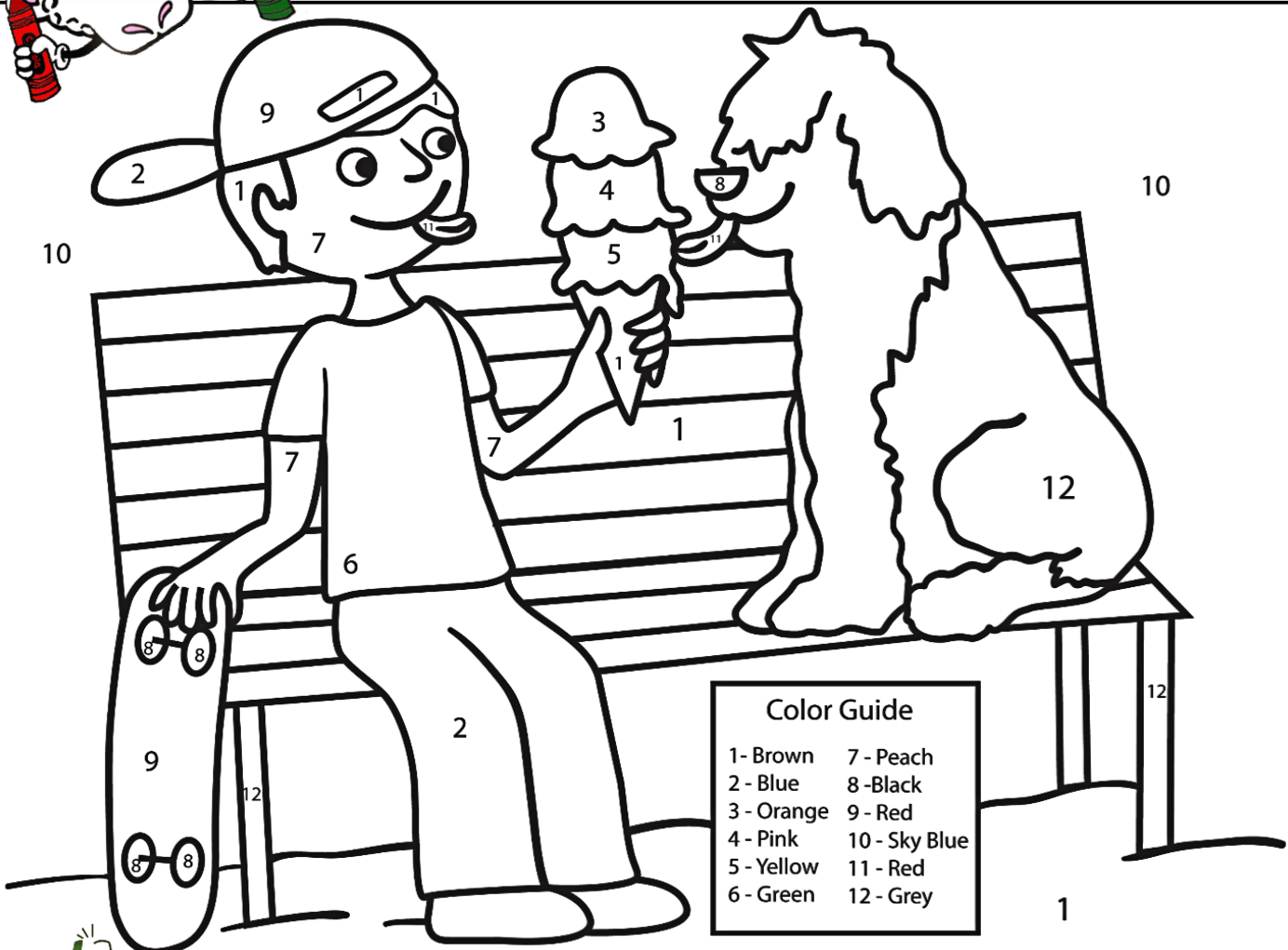
- Parks and Recreation
- Senior and Social Services
- Housing
- Planning and Development Services
- Office of Community Engagement and Outreach

Community Services is also the county division that supports the ABC Community School Partnership.

Hello. I am the
Deputy County
Manager for
Community Services.



Use the color codes to complete the picture



Color Guide

- | | |
|------------|---------------|
| 1 - Brown | 7 - Peach |
| 2 - Blue | 8 - Black |
| 3 - Orange | 9 - Red |
| 4 - Pink | 10 - Sky Blue |
| 5 - Yellow | 11 - Red |
| 6 - Green | 12 - Grey |

SENIOR AND SOCIAL SERVICES

The Office of Senior and Social Services provides meals to elderly people and helps them stay fit. Your grandparents might visit one of our Community Life Centers to spend time with friends, eat lunch, listen to music or even do yoga to help with their strength and balance.



PARKS AND RECREATION

Parks and Recreation is most likely one of the county departments that you would use the most at your age. Parks and Recreation provides eight community life centers, 37 parks, four pools, two splash pads, four fitness centers and 12 open space properties.

Parks and Recreation is also responsible for a variety of youth and adult sports, and teen programs.

Can you color the different sports that Parks and Recreation offer?



LAND MANAGEMENT

Land Management is the section of the Parks and Recreation Department that is responsible for making sure that the parks that you play in stay clean and safe. Land Management makes sure that the grass stays watered and trimmed and that all of the trash is removed from the park to ensure you are safe to play.

Can you think of 5
ways you can help
Land Management?
List them below.



1.

2.

3.

4.

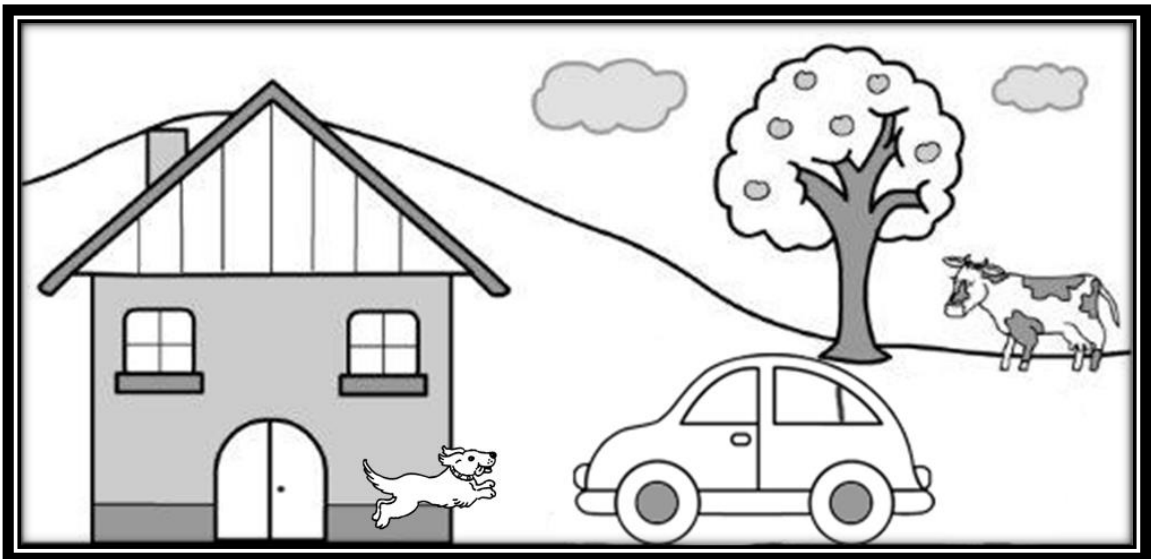
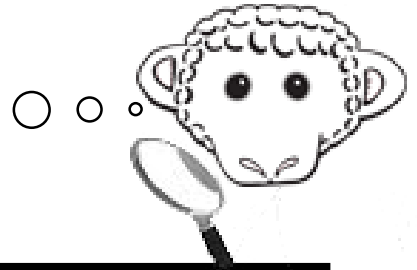
5.



HOUSING

The Bernalillo County Housing Department provides safe, sanitary and affordable housing to families in need.

Can you spot the differences in the picture below?



**BERNIE
FUN FACT**

The Bernalillo County Housing Department helps more than 3,600 families with housing every year.

ABC COMMUNITY SCHOOL PARTNERSHIP

The ABC Community School Partnership is a group of schools that improve learning through programs that connect students, families, schools and communities. Community schools listen to students so they have a lot of activities to do after school such as arts, sports, mentoring, tutoring, gaming and science.

Draw a picture of
your school. Circle
or label the things
you like best about
your school.

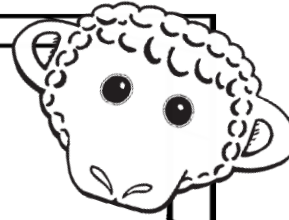


Community
School
Partnership

MY COUNTY

Now that you have learned a little about what your county government does let's test your knowledge!

Draw your county and some of the people who live and work there.



SERVICES MY COUNTY PROVIDES ME

My County's Name:

My County's Seat:

Population:

GLOSSARY

County Seat: the town or city that houses the county government.

Seal: an emblem, figure, symbol or word used as evidence of authenticity.

Elected Official: a county leader elected by the people. Elected officials may be called commissioners, board members, or executives.

Constitutional or Row Officers: elected officials with very specific jobs.

Treasurer: an elected official who manages the county's money by investing and collecting taxes.

Fiscal agent: an entity that handles money and reimburses or divides payment of funds to other agencies or entities.

Assessor: an elected official who determines the value of property for tax purposes.

Clerk: an elected official who keeps important legal records and manages elections.

Will: a legal declaration of a person's wishes regarding the disposal of his or her property or estate after death.

Sheriff: an elected official who makes sure county residents follow the law.

County Manager: an administrative official appointed by the Board of Commissioners to carry out policies and serve as the Chief Administrative Officer.

Public Safety: is a county division that provides fire, medical and detention of youth accused of criminal activity.

Public Works: is a county division that manages and maintains roads, bridges, county vehicle maintenance, recycling and graffiti removal.

Finance: is a county division that manages county money by planning, organizing and accounting for all revenues and expenses.

General Services: is a county division that is responsible for the procurement of goods and services for the daily business functions of county government.

Community Services: is a county division that provides a variety of services to the community such as parks, recreation, pools, community centers and health and nutrition programs.